

Memorandum

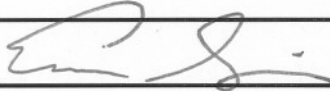
TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Sara L. Hensley
Katy Allen

**SUBJECT: LAKE CUNNINGHAM
REGIONAL PARK
CONSULTANT AGREEMENT**

DATE: 05-26-05

Approved



Date

5/31/05

Council District: Citywide
SNI: N/A

RECOMMENDATION

Approval of a consultant agreement for skate park project management and design services with Beals Alliance, Inc. for the Lake Cunningham Regional Park for a term beginning July 1, 2005 through March 31, 2008, in an amount not to exceed \$500,000.

BACKGROUND

The concept of adding a regional skate park to Lake Cunningham Regional Park arose from the community needs assessment that is the foundation of the City of San José Greenprint adopted by the City Council in September 2000. The Greenprint identified the need to develop skateboard parks in each council district, and to develop a regional serving skate facility in undeveloped portions of a regional park.

In February 2003, Beals Alliance, Inc. completed a Feasibility Study that defines a regional skate facility, outlines its program elements, and determines whether these elements can be appropriately developed within Lake Cunningham Regional Park. Based on the assessment presented in the Feasibility Study, Beals Alliance, Inc. recommended the following amenities at Lake Cunningham Regional Park:

- Skate area – a minimum of 20,000 square feet and up to 50,000 square feet that may include street and ramp elements, areas for all skill levels, and elements for inline skates, non-motorized scooters, or longboard skaters.
- Park amenities – 33,000 square feet to include restrooms, concessions, storage, locker rooms, multilevel observation area, picnic areas, shade structures, proshop, and security and maintenance facilities.

- Parking – 31,200 square feet of parking (79 parking stalls) to accommodate everyday use and competitive events.
- Accessibility – year-round use with extended hours of operation and ADA access to the site.
- Traffic improvements – a 7,000 square foot pedestrian drop-off location on White Road, and left-turn pockets at the White Road/Tully Road intersection.

The proposed Lake Cunningham Regional Skate Park ("LC Regional Skate Park") project site is located on the southeast corner of Lake Cunningham Regional Park near the Tully and White Roads intersection (see Attachment 1: Site Map). Lake Cunningham Regional Park contains a 50-acre man-made lake for boating and fishing, group picnic areas, and the Raging Waters theme park. Lake Cunningham Regional Park serves the recreational needs of over 500,000 people annually.

ANALYSIS

CONSULTANT SELECTION

Based on the absence of in-house skate park facility design staff, the current workload of qualified staff to perform environmental clearance, and the expected schedule for the project, staff concluded that the proposed consultant agreement balances City resources and project goals in the best possible way. City staff will provide master plan amendment preparation, community outreach, and overall project management services.

A Request for Qualifications (RFQ) for skate park consulting services at Lake Cunningham Regional Park was posted on the City's Internet site from October 1 to October 15, 2004. In addition, known skate park consultants were notified of the opportunity in writing and by telephone. The RFQ document was intended to create a general pre-qualified skate park consultant list and also covered the Lake Cunningham Regional Skate Park project.

A total of eight qualification packages were received. The qualification packages of seven firms were reviewed and rated by staff; and one was disqualified as incomplete. All seven packages reviewed by staff received a score of at least 75 out of 100 possible points. As a result, all seven consultant teams were invited to an interview.

Based on the consultant interviews, four of the seven consultant teams were deemed pre-qualified for skate park consulting services through October 2006. The following is the City of San José Skate Park Consultant List, in order of rank:

<u>Company Name</u>	<u>Rank</u>
Beals Alliance, Inc.	1
EDAW	2
Site Design Group, Inc.	3
Purkiss Rose – RSI	4

AGREEMENT

The Department of Parks, Recreation and Neighborhood Services (PRNS) proposes to retain Beals Alliance, Inc. for project management and design services under an agreement for a maximum of \$500,000 that establishes a general range of services Beals Alliance, Inc. may provide over the entire three-year Lake Cunningham Regional Skate Park project contract period. The scope of services under the proposed agreement includes, but is not limited to: site analysis; citywide community outreach and facilitation; skateboard focus group facilitation; subconsultant selection and management; environmental documentation; coordination with City departments and regulatory permitting agencies; preparation of schematic plans and graphic illustrations for presentations and marketing; preparation of cost estimates; and provision of construction observation to assure accurate design implementation.

Phase 1 of the agreement will be completed in 2004-2005 and is estimated to cost \$190,000 (currently budgeted in the Lake Cunningham Fund as the Lake Cunningham Master Plan Update project). Phase 1 will start the feasibility phase of work including a site survey, various workshops, community meetings, and studies necessary to perform a preliminary environmental review. Phase 2 will begin in 2005-2006 and is estimated to cost \$150,000. This funding is included in the Parks City-Wide Construction and Conveyance Tax Fund (provided in the City-Wide Skateboard/BMX Park Development project). Phase 2 includes development of conceptual design and preparation of the draft and final Environmental Impact Review documents. Phase 3, which includes preparation of construction documents and specifications is dependent on the future appropriation of funds for construction management. The agreement will terminate if funds are not appropriated by the City Council for Phase 3. The following summarizes the expenses for each phase:

<u>Category</u>	<u>Phase 1</u>	<u>Phase 2</u>	<u>Phase 3</u>	<u>Total</u>
Estimated Agreement				
Expense	\$175,947	\$149,023	\$120,000	\$444,970
Fees/Contingency	\$ 14,053	\$ 977	\$ 40,000	\$ 55,030
Total	\$190,000	\$150,000	\$160,000	\$500,000

OUTCOME

Approval of this consultant agreement will allow staff to proceed with schematic design development and environmental clearance for a regional skate park in Lake Cunningham

Regional Park. The need for skate parks was identified by the community in the Greenprint, adopted by City Council in September 2000.

PUBLIC OUTREACH

PRNS staff conducted a formal RFQ process in fall 2004 to pre-qualify professional consulting firms for skate park services. Outreach to the consultant community included advertisement on the City of San José's Bid Hotline. A total of eight consultant firms submitted a Statement of Qualifications. Upon completion of the evaluation process, Beals Alliance, Inc. was selected as the top-ranked consultant. The consultant was selected in accordance with the Qualifications-Based Consultant Selection Policy for Consultants adopted by the City Council, effective December 7, 2004.

Once retained, Beals Alliance, Inc. will be conducting public input sessions with the community-at-large to solicit their recreational priorities for Lake Cunningham Regional Park. Staff will propose a skate park as one use but there may other uses deemed as a higher priority from the community's perspective. The master plan amendment process will allow for the broadest possible participation.

COORDINATION

This proposed agreement and memorandum have been coordinated with the Office of the City Attorney, the Office of Risk Management, the City Manager's Budget Office, the Department of Public Works, and the Department of Planning, Building and Code Enforcement.

COST IMPLICATIONS

1. AMOUNT OF RECOMMENDATION: \$500,000
2. COST OF PROJECT:

Master Agreement	<u>\$500,000</u>
TOTAL	\$500,000
3. SOURCE OF FUNDING: 462 – Lake Cunningham Fund
391 – Parks City-Wide Construction and Conveyance Tax Fund
4. OPERATING COSTS: This project is consistent with the Council-approved Budget Strategy Economic Recovery section in that it will spur construction spending in the local economy. The master plan study includes defining operations and maintenance costs, with recommendations for revenue generation to offset operating costs.

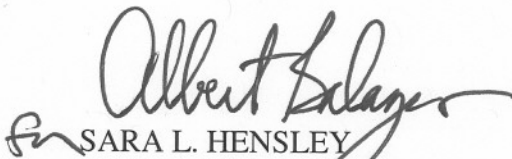
BUDGET REFERENCE


Fund #	Appn. #	Appn. Name	RC#	Total Appn.	2004-2005 Adopted Budget Page	Last Budget Action (Date, Ord. No.)
462	4921	Lake Cunningham Master Plan Update	TBD	\$190,000	V-808	

Note: Additional funding of \$426,000 is included in the Proposed 2005-2006 Capital Budget in the Parks City-Wide Construction and Conveyance Tax Fund in the City-Wide Skateboard/BMX Park Development project to cover costs associated with Phase 2. An additional \$2.2 million is in the Proposed CIP to complete the project.

CEQA

Not a project.


SARA L. HENSLEY
Director of Parks, Recreation and
Neighborhood Services


KATY ALLEN
Director, Public Works Department

Attachment 1: Site Map

Attachment 1: Site Map

Lake Cunningham Regional Skate Park

